



DEPARTMENT OF THE NAVY  
OFFICE OF THE CHIEF OF NAVAL OPERATIONS  
2000 NAVY PENTAGON  
WASHINGTON, DC 20350-2000

OPNAVINST 3440.16F  
N3/N5  
13 Jul 2021

OPNAV INSTRUCTION 3440.16F

From: Chief of Naval Operations

Subj: NAVY DEFENSE SUPPORT OF CIVIL AUTHORITIES PROGRAM

Ref: (a) National Response Framework of October 2019  
(b) DoDD 3025.18 of 29 December 2010  
(c) DoDI 3025.16 of 8 May 2017  
(d) SECNAVINST 5820.7C of 26 January 2006  
(e) DoDI 3025.21 of 08 February 2019  
(f) DoDD 5100.46 of 28 July 2017  
(g) OPNAVINST N3040.5E (NOTAL)  
(h) OPNAVINST 3440.15E  
(i) Fiscal Year 2022 Forces For Unified Commands (Forces For), January 14, 2021  
(j) OPNAVINST F3100.6J  
(k) SECDEF Memorandum, 19 June 2020, Reimbursable Activities in Support of Other Entities  
(l) National Defense Authorization Act for Fiscal Year 2017 of 23 December 2016  
(m) DoDI 1235.11 of 10 July 2015  
(n) USINDOPACOM CONPLAN 5001-13 of 25 May 2016 (NOTAL)

1. Purpose

a. To establish policy, planning guidance and operational structure and assign responsibilities to implement Navy Defense Support of Civil Authorities (DSCA) as directed in references (a) through (c). This instruction is a complete revision and should be reviewed in its entirety.

b. Summary of changes include new or updated guidance in the areas of law enforcement support; the Leveraging Military Training (LMT) initiative; mobilization and deployment of Navy Emergency Preparedness Liaison Officers (NEPLO); Commander, Naval Installations Command (CNIC) NEPLO requirements; and an updated organizational structure.

2. Cancellation. OPNAVINST 3440.16E.

3. Background

a. Per reference (a), the nation's domestic incident management landscape encompasses a broad spectrum of threats and hazards, both man-made and natural. Efforts to anticipate,

respond to and recover from these varied threats and hazards evolved over the last half of the 20th century; plans were developed for different jurisdictions, disciplines, contingencies and phases of incident management. To respond to the emerging threats of the 21st century, the Nation must embrace a unified and coordinated approach to incident management. The Homeland Security Act of 2002, Presidential Policy Directive-8, National Preparedness, issued in March 2011 and the Homeland Security Presidential Directive-5, Management of Domestic Incidents, issued in February 2003, set forth the mission for this new national approach to domestic incident management. Accordingly, the Secretary of Defense (SECDEF) has directed the Services to develop plans for conducting DSCA for domestic incidents.

b. Per reference (b), DSCA is defined as support provided by U.S. Federal military forces, Department of Defense (DoD) civilians, DoD contract personnel, DoD component assets and National Guard forces (when the SECDEF, in coordination with the governors of the affected states, elects and requests to use those forces in Title 32, U.S.C. § 709, status) in response to requests for assistance from civil authorities for domestic emergencies, law enforcement support and other domestic activities or from qualifying entities for special events.

c. All law enforcement support must be per reference (c).

#### 4. Scope and Applicability

a. This instruction applies to all Navy activities and commands in both the United States and United States territories or possessions.

b. Military support for civil disturbances, counter-drug, counter-terrorism and sensitive support operations are outside the scope of this instruction. Further guidance can be found in references (d) and (e).

c. Foreign disaster assistance is not covered by this directive. The Department of State determines whether DoD assistance will be required in support of foreign disaster relief operations. Reference (f) provides further guidance.

d. Nuclear accidents are also excluded from coverage under this directive. References (g) and (h) provide further guidance.

#### 5. Policy

a. An all-hazards approach to DSCA response, to include chemical, biological, radiological, nuclear (excluded for the purposes of this instruction in subparagraph 4d) and high yield explosives, is required.

b. It is Federal Government policy to assist civil authorities in coping with incidents that exceed their response capability.

c. Conforming to the intent of section 1385 of Title 18, U.S.C., Navy personnel assisting civil authorities in coping with civil emergencies must not enforce civil law, except as provided in references (c) and (d) or otherwise permitted by law or regulation.

d. The Navy's primary objective is to protect and restore mission capabilities. However, with consideration of Navy mission priorities, Navy commanders (at all levels) should be prepared to employ Navy resources, under their cognizance, to support civil authorities, as outlined in references (a) through (f). The term "Navy resources" in this context includes personnel, forces, equipment, supplies and facilities owned or controlled by or under the jurisdiction of, the Department of the Navy (DON). Per reference (i), U.S. Northern Command (USNORTHCOM) is delegated Operational Control (OPCON) for DSCA in Commander, Navy Region (COMNAVREG) Mid Atlantic, COMNAVREG Northwest, COMNAVREG Southeast and COMNAVREG Southwest.

e. For Navy DSCA response, U.S. Naval Forces Northern Command (NAVNORTH) is responsible for the operational employment of Navy region commanders within the Continental United States (CONUS), Alaska, Puerto Rico and the U.S. Virgin Islands and all of their subordinate Navy shore installations within the USNORTHCOM Area of Responsibility (AOR).

f. Navy commanders are authorized to provide immediate response to requests from the civil sector pursuant to reference (b) in order to save lives, prevent human suffering and to mitigate great property damage. Immediate response by commanders must not supersede their mission-related duties or the survival of their personnel or facilities. Per reference (j), Navy commanders acting under immediate response authority must report as soon as possible, not to interfere with immediate response, to Commander, U.S. Fleet Forces Command (COMUSFLTFORCOM), NAVNORTH or Commander, Pacific Fleet (COMPACFLT) (as applicable) and via Operations Report (OPREP-3) procedures, the request, the nature of the response and any other pertinent information to their chain of command, COMUSFLTFORCOM or COMPACFLT as applicable and the National Military Command Center. Notification should reach the National Military Command Center within two hours of the decision to provide immediate response. While immediate response should be provided to civil agencies on a cost-reimbursable basis, per reference (b), it should not be delayed or denied because of the inability or unwillingness of the requester to commit to reimbursing the Navy. An immediate response must end when the necessity giving rise to the response is no longer present or when directed by higher authority. The Navy commander directing a response under immediate response authority will reassess whether there remains a necessity for a response under this authority as soon as practicable, but not later than 72 hours after the request for assistance, if response activities have not yet ended.

g. In support of the DSCA program, Navy commanders may also respond to civil emergencies based upon lawful Memoranda of Understanding (MOU), Memoranda of Agreement (MOA), Mutual Aid Agreements (MAA), inter-Service support agreements, executive orders or other plans; though this instruction does not constitute authority to enter into

such agreements. Emergency response and recovery operations involve the principle of mutual assistance. Navy commanders should be prepared to both aid civil authorities and request assistance, if needed, from other services, Federal agencies and state and local civil authorities within their area. OPREP-3 reporting requirements outlined in paragraph 5f also apply to MOU, MOA and MAA DSCA operations that involve deployable operational forces, including station aircraft.

h. Per reference (k), DoD will no longer provide non-reimbursable support of any nature to other federal, state, territorial, tribal or local government entities; private groups and organizations; foreign governments; and international organizations, unless such support is required by statute or if discretionary non-reimbursable support is authorized but not required by statute. Such support must be: (1) authorized by the DoD Joint Ethics Regulation or DoD Public Affairs guidance; or (2) provided after approval of an exception. Except as provided for under immediate response circumstances or subparagraph 5f, Navy resources will be provided in support of civil authorities only upon approval of the SECDEF or his or her delegated representative.

i. Navy services and resources will be provided on a cost reimbursable basis per reference (b) and must be evaluated by cost, appropriateness, risk, readiness and legality. Authority to waive reimbursement rests with the SECDEF or his or her delegated representative.

j. Per Joint Publication 1-02, DoD Dictionary of Military and Associated Terms, of 8 November 2010 (as amended through 15 February 2016), the DoD-approved definition of “complex catastrophe” is “any natural or man-made incident, including cyberspace attack, power grid failure and terrorism, which results in cascading failures of multiple, interdependent, critical, life-sustaining infrastructure sectors and caused extraordinary levels of mass casualties, damage or disruption severely affecting the population, environment, economy, public health, national morale, response efforts and government functions.” All Navy DSCA planning must include complex catastrophe considerations.

k. Reference (l) requires Department of Homeland Security (DHS) to ensure that the information needs relating to civilian law enforcement activities in proximity to the international borders of the U.S. are identified and communicated to the SECDEF for the purposes of the planning and executing of military training by the DoD. DHS created a LMT portal within the Homeland Security Information Network to facilitate the dissemination of law enforcement information needs to the Armed Forces and to ensure that the information relevant to law enforcement that is collected by the Armed Forces during the normal course of military training is provided to relevant officials.

(1) LMT will be supported, to the maximum extent practicable, during the normal course of military training or operations in proximity to the international borders (air, maritime and land) of the U.S., to include U.S. territories.

(2) Commands will not add or change deployment dates, training dates, schedule of events, area of operations or missions to support LMT.

(3) With the exception of man-hours required to manage LMT portal access for Navy personnel to facilitate information exchange with DHS, commands will not purchase equipment or incur any additional costs to support LMT.

(4) Commands will document all training events and operational activities that provide opportunities to support LMT or otherwise provide relevant information to civilian law enforcement officials.

1. In support of the DSCA Program, Navy must maintain a NEPLO program.

(1) Per reference (m), NEPLO billets are coded as Individual Mobilization Augmentees and the minimum NEPLO billets are: one assigned in each state, with two assigned to the disaster-prone states Florida, Texas and California; two assigned in each Federal Emergency Management Agency (FEMA) region and FEMA national, respectively; one assigned to Washington, DC; two assigned at CNIC; one assigned at each Navy region command; two assigned at Office of the SECDEF; two each assigned to the state of Hawaii and Guam, one each assigned in Virgin Islands and Puerto Rico; one assigned to U.S. Indo-Pacific Command (USINDOPACOM); six assigned at Commander, U.S. THIRD Fleet (COMTHIRDFLT); one assigned to Commander, U.S. SECOND Fleet; one assigned at COMUSFLTFORCOM and NAVNORTH; one assigned at COMPACFLT; one assigned at USNORTHCOM; one assigned at U.S. Army Pacific; and one assigned at U.S. Army Northern Command.

(2) Specific NEPLO requirement waiver and exception requests will be submitted to the Office of the Chief of Naval Operations (OPNAV) Deputy Chief of Naval Operations for Operations, Plans and Strategy (N3/N5) for review. Waivers will be submitted by CNIC in coordination with COMUSFLTFORCOM, NAVNORTH and COMPACFLT.

(3) Defense Support of Civil Authorities Tracking System (DSCATS) is the Web-based approved readiness, planning, tracking and reporting system for NEPLOs and the NEPLO program manager to use in the COMUSFLTFORCOM and COMPACFLT DSCA AOR.

(4) Due to the remote location of Guam and the Commonwealth of the Northern Marianas Islands (CNMI) and its unique geopolitical maritime-centric climate, a Navy enlisted NEPLO team is authorized. The Navy's only enlisted NEPLO team, Defense Coordinating Element (DCE) West located in the territory of Guam, is responsible for the coordination and validation of resource requests during a declared disaster from the lead Federal Agency. This team is the lead coordination for resources during DSCA operations in the Marianas region.

m. Mobilization and deployment of NEPLOs should follow the established Global Force Management processes, which requires either a Request for Forces or validated Mission Assignment.

## 6. Organizational Structure

a. Navy Principal Planning Agents (PPA) are COMUSFLTFORCOM, NAVNORTH and COMPACFLT. As such, they are the supporting Navy component commander to USNORTHCOM and USINDOPACOM, respectively and are responsible for planning, coordinating and executing Navy DSCA operations within their assigned geographic areas.

b. Navy Regional Planning Agents (RPA) are the designated Navy region commanders of their respective PPA for planning, coordinating and executing Navy DSCA operations within a specific geographical area and for ensuring that subordinate organizations have an effective standing program to support civil authorities.

c. Navy Local Planning Agents (LPA) are Navy installation commanders that are responsible for planning, coordinating and executing Navy DSCA operations within a specific geographic area relative to the installation.

d. NEPLOs are senior Navy Reserve officers and senior enlisted assigned to represent and support Navy PPAs and RPAs in coordinating and executing Navy DSCA plans and responsibilities.

## 7. Responsibilities

a. Per references (b) and (c), Director, Operations and Plans (OPNAV N3) will:

(1) Act as the principal point of contact within the DON with the Office of the Deputy Assistant SECDEF for Homeland Defense Integration and DSCA and the Joint Staff J-35, JOD North America, regarding Navy policies pertaining to the management of the Navy DSCA program.

(2) Serve as the principal point of contact to the Assistant SECDEF for Homeland Defense and Global Security on matters relating to the NEPLO Program.

(3) Provide oversight of the NEPLO billets, with regard to both number and distribution, to ensure Navy meets the requirements of reference (c).

b. Director, Shore Installation Readiness Division, (OPNAV N46) will program to equip each NEPLO with appropriate information technology equipment configured for remote access, including technical support, training, repair, update and replacement in order to meet the requirements of USNORTHCOM and USINDOPACOM commanders.

c. COMUSFLTFORCOM and NAVNORTH will:

(1) Serve as the lead PPA for the CONUS, Alaska, Puerto Rico and U.S. Virgin Islands for all Navy DSCA operations and is responsible for the operational employment of Navy region commanders in support of DSCA operations.

(2) Designate Navy region commanders as RPAs to support Navy DSCA planning and execution in CONUS, Alaska, Puerto Rico and U.S. Virgin Islands consistent with the region commander's area of operations outlined in figure 1.

(3) Act as maritime planning agent in support of DSCA operations in the USNORTHCOM AOR.

(4) Serve as lead PPA and establish operational and training requirements, equipment and readiness standards to meet the specific service requirements contained in references (b) and (c) in coordination with COMPACFLT and CNIC.

(5) Issue implementing directives, planning guidance and execution orders as necessary to ensure readiness to provide command and control of Navy DSCA support.

(6) Coordinate Navy role and participation in local, state, national and USNORTHCOM DSCA-related exercises.

(7) Provide support (including NEPLO augmentation) to COMPACFLT for DSCA operations and exercises within the USINDOPACOM area of operations when requested via the maritime operation center battle watch.

(8) As NAVNORTH, exercise OPCON of NEPLOs supporting DSCA operations in the USNORTHCOM AOR.

(9) Coordinate with CNIC, COMNAVRESFOR and the Bureau of Naval Personnel (BUPERS) for manpower and funding support for all NEPLO requirements, as necessary.

(10) Coordinate with CNIC, COMNAVRESFOR and BUPERS regarding NEPLO requirement waiver and exception request, as necessary.

(11) Implement and manage LMT for assigned forces, to include access management for the LMT portal.

(12) Provide an annual summary of LMT support to OPNAV N3/N5 to satisfy the reporting requirements in reference (1).

d. COMPACFLT will:

(1) Serve as PPA for the State of Hawaii, U.S. territories of Guam, American Samoa, Jarvis Island, Wake Atoll, Midway Atoll, Johnson Atoll, Baker Island, Howland Island, Palmyra Atoll, Kingman Reef and the CNMI for all Navy DSCA operations. Maintain OPCON of region commanders in support of DSCA operations.

(2) Support COMUSFLTFORCOM and NAVNORTH in DSCA planning and execution within the USNORTHCOM AOR as directed.

(3) Designate Navy region commanders as an RPA to support Navy DSCA planning and execution in the USINDOPACOM area of operations with the region commander area of operations outlined in figure 1.

(4) Designate COMTHIRDFLT as maritime planning agent in support of DSCA operations in applicable portions of USINDOPACOM and USNORTHCOM AORs. When requested by USNORTHCOM and with concurrence of USINDOPACOM, provide direct liaison authority between COMUSFLTFORCOM and NAVNORTH, COMPACFLT and COMTHIRDFLT for DSCA operations in the USNORTHCOM AOR.

(5) Designate Commander, U.S. SEVENTH Fleet as maritime planning agent in support of DSCA operations in applicable portions of USINDOPACOM's AOR.

(6) Issue an implementing directive, planning guidance and execution orders as necessary to carry out the Navy DCSA program.

(7) Coordinate Navy participation in local, state, national and USINDOPACOM DSCA-related exercises and Pacific region phase 0 interagency preparedness engagement venues.

(8) Exercise OPCON of NEPLOs supporting DSCA operations in the USINDOPACOM AOR.

(9) Exercise command and control of the Guam Defense Coordinating Officer - West; the Guam DCE West; and Task Force – West, per reference (n). When activated, these forces will be OPCON to the designated lead USINDOPACOM DSCA service component; U.S. Army Pacific or Theater Joint Force Land Component Command.

(10) Coordinate with CNIC for manpower and funding support for all NEPLO Defense Coordinating Officer and DCE West and Task Force West requirements.

(11) Coordinate with CNIC regarding NEPLO requirement waiver and exception requests.

(12) Implement and manage LMT for assigned forces, to include access management for the LMT portal.



(13) Provide an annual summary of LMT support to OPNAV N3/N5 to satisfy the reporting requirements in reference (l).

e. CNIC will:

(1) Ensure RPAs are funded for DSCA plans and requirements consistent with PPA guidance.

(2) Designate an individual to manage the CNIC Phase 0 Shore DSCA and NEPLO Programs. Duties must include: the development and submission of program objective memoranda; coordination of Shore Pillar DSCA support reserve orders; coordination of Navy's participation and attendance of the Emergency Preparedness Liaison Officer (EPLO) Proficiency Course; and coordination of Navy's participation and attendance at the annual national and regional EPLO and operational support officer conferences and workshops.

(3) In the event a NEPLO is unable to continue in the assignment, in coordination with appropriate RPA and COMNAVRESFOR, select a qualified individual to serve until the next NEPLO apply administrative selection board is convened.

(4) Ensure Navy RPA staffs are trained annually in DSCA requirements and operations.

(5) Act as a supporting commander to COMUSFLTFORCOM, NAVNORTH and COMPACFLT for support of the Navy's overall DSCA program as directed.

(6) Program sufficient funding to support phase 0 CNIC shore DSCA operations and maintenance for both COMUSFLTFORCOM and COMPACFLT. Establish policies and procedures to fulfill the phase 0 and CNIC shore DSCA requirements for equipping, resourcing, training, professional development, exercise participation, planning activities, activation and other employment activities. CNIC shore DSCA program funding is intended to support phase 0 and Reserve personnel operations and maintenance and should not be used for extended NEPLO deployments.

(7) Provide OPNAV N3 with an annual program assessment of Navy region DSCA and NEPLO operations by 15 December, with information copies to COMUSFLTFORCOM, NAVNORTH and COMPACFLT.

(8) Use DSCATS to manage all NEPLO training, readiness and DSCA reporting.

(9) Use DSCATS to track and report all phase 0 DSCA MOU and MOA responses to include immediate response.

(10) Submit NEPLO requirement waiver and exception requests to OPNAV N3/N5.

f. Navy region commanders:

(1) Serve as RPAs and develop a region plan for providing DSCA consistent with the guidance provided by the PPAs.

(2) Designate a member of the command staff (non-NEPLO) to coordinate planning and execution of the Navy DSCA program in coordination with PPAs and the CNIC NEPLO Program Office. The regional DSCA coordinators must ensure installations can effectively coordinate and execute the Navy DSCA program and are the designated representative of the RPA. Regional DSCA coordinators must attend the annual national EPLO conference or workshop.

(3) Coordinate the Navy response, within their assigned regions as outlined in figure 1, to assist in emergency response as directed by COMUSFLTFORCOM and NAVNORTH or COMPACFLT. Be prepared to coordinate (or support) Navy DSCA operations in other regions as necessary.

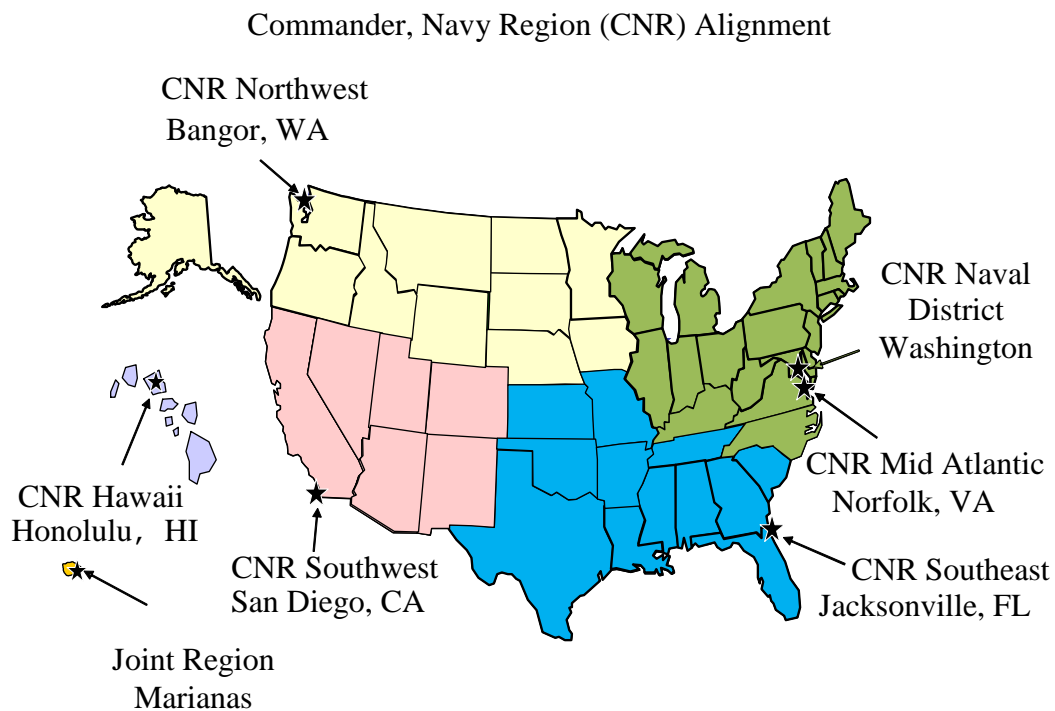


Figure 1: Navy Region Alignment.

(4) Report all DSCA-related events using Navy resources, including Navy responses to civil Search and Rescue via fastest means possible, not to interfere with the response, to USFLTFORCOM and NAVNORTH or COMPACFLT (as applicable). Types of DSCA include:

(a) A Request for Assistance with an approved Mission Assignment for Title 10 assets coordinated through USNORTHCOM and USINDOPACOM.

(b) Navy commanders acting under immediate response authority to include Search and Rescue events requested by civil authorities.

(c) Civil emergencies based upon lawful MOU, MOA, (MAA, inter-Service support agreements, executive orders or other plans that, when executed, have the potential to generate national-level interest.

(5) Provide guidance and assign responsibilities to NEPLOs supporting military and civil authorities.

(6) Coordinate with respective PPA and other agencies as required, regarding NEPLO support of DSCA exercises.

(7) Provide CNIC, by 15 October, an annual DSCA and NEPLO program assessment covering, at a minimum, an overview of the prior Fiscal Year (FY) DSCA responses, training and NEPLO supported operations. Additionally, provide current FY mission essential equipment requirements, training, funding and readiness status of assigned NEPLOs.

(8) Assume custody, as well as ownership, maintenance and management, of mission-essential equipment provided to NEPLOs.

(9) Exercise DSCA program coordination with COMUSFLTFORCOM, NAVNORTH and COMPACFLT, as appropriate.

g. LPAs will:

(1) Develop a plan for providing DSCA consistent with the guidance provided by the RPAs.

(2) Designate a member of the installation to coordinate planning and execution of the Navy DSCA program. The local DSCA coordinators must be familiar with local MOU, MOA, base support installation and incident support base surveys in DSCATS, as well as immediate response authorities.

h. COMNAVRESFORCOM, in coordination with BUPERS, will ensure officers with appropriate NEPLO experience are assigned as voting members of the apply board, ensuring representation in the unrestricted line panels, which have billets available for selection.

(1) Select highly qualified senior-level Reserve officers (typically O-5 and O-6).

(2) Have a mandatory retirement date sufficient to serve an initial 2-year tour.

(3) Individuals selected for state or territory NEPLO billets should reside within the state or territory and have at least a final secret clearance. The residency consideration is especially important for geographically isolated locations such as Hawaii, Guam and CNMI. The Guam NEPLO must reside on the island. NEPLOs selected for FEMA billets should maintain primary residency within 400 miles of the assignment. Office of the SECDEF NEPLOs must maintain a top secret clearance. Region DSCA and NEPLO commanding officers should live in their region. Other specific requirements may be determined by the PPA and RPA or by individual billet requirements.

(4) Selected individuals must be mobilization-ready and be able to assume the duties of the assigned billet on 1 December of the year selected.

(5) Annually screen every NEPLO for activation to active duty via 10 U.S.C §12304(a) mobilization authority for up to 120 days.

i. NEPLOs will:

(1) Perform duties as assigned by the RPA or PPA and those specified in references (b) and (c).

(2) Serve as the primary interface between the Navy PPA, RPA, LPA and the assigned command or agency.

(3) Be prepared to utilize inactive duty training periods to respond proactively to potential local DSCA incidents and report back with situation reports to the RPA or PPA, as appropriate. Be prepared to execute, on short notice, when ordered by the Navy RPA or PPA. Once identified, serve as the Navy PPA's or RPA's representative in the DoD response to a civil emergency. NEPLOs will keep their RPA and PPA informed when they will not be available at their normal recall location for more than 48 hours.

(4) Meet the requirements of subparagraphs 7g(1) through 7g(4) before applying for NEPLO billets.

(5) Complete the U.S. Army Northern Command DSCA Phases 1 and 2 Courses and the NEPLO Proficiency Course, which are required phase 0 training. NEPLOs will also attend and participate in the annual national, regional and joint EPLO preparedness workshops, national-level exercises and Navy citadel series exercises.

(6) Annually brief Navy installations on DSCA, to include a review and cataloging of MOUs, MOAs and MAAs and the base support installation and incident support base surveys in DSCATS.

(7) Failure to complete mandatory training during the first year will require a waiver to continue in the NEPLO program.

8. Waiver. Authority to waive the requirements levied by this instruction is held by OPNAV N3/N5.

9. Changes. Submit change requests for this instruction to OPNAV N3, 2000 Navy Pentagon, Washington, DC 20350-2000 (Attention: DSCA coordinator (OPNAV N3)).\

10. Review and Effective Date. Per OPNAVINST 5215.17A, OPNAV N35 will review this instruction annually around the anniversary of its issuance date to ensure applicability, currency and consistency with Federal, Department of Defense, Secretary of the Navy and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will be in effect for 10 years, unless revised or cancelled in the interim and will be reissued by the 10-year anniversary date if it is still required, unless it meets one of the exceptions in OPNAVINST 5215.17A, paragraph 9. Otherwise, if the instruction is no longer required, it will be processed for cancellation as soon as the need for cancellation is known following the guidance in OPNAV Manual 5215.1 of May 2016.

#### 11. Records Management

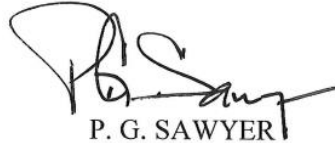
a. Records created as a result of this instruction, regardless of format or media, must be maintained and dispositioned per the records disposition schedules located on the DON Assistant for Administration, Directives and Records Management Division portal page at <https://portal.secnav.navy.mil/orgs/DUSNM/DONAA/DRM/Records-and-Information-Management/Approved%20Record%20Schedules/Forms/AllItems.aspx>.

b. For questions concerning the management of records related to this instruction or the records disposition schedules, please contact the local records manager or the OPNAV Records Management Program (DNS-16).

#### 12. Information Management Control

a. OPNAV RCS 3440-7 has been assigned to annual NEPLO program assessment contained in subparagraph 7e(7) and to annual DSCA and NEPLO program assessment contained in subparagraph 7f(6).

b. OPNAV RCS 3440-8 has been assigned to annual DSCA installation brief contained in subparagraph 7i(6).

A handwritten signature in black ink, appearing to read 'P. G. Sawyer', is positioned above the printed name.

P. G. SAWYER  
Deputy Chief of Naval Operations for  
Operations, Plans and Strategy

Releasability and distribution:

This instruction is cleared for public release and is available electronically only via DON Issuances Web site, <https://www.secnav.navy.mil/doni/default.aspx>.